

Director
Intelligence Community Staff
Washington, D C 20505

DCI/ICS 3137-82
20 October 1982

MEMORANDUM FOR: See Distribution

SUBJECT: Secretariat Responsibility for the SIG(I)

1. The Director, Intelligence Community Staff serves as permanent Secretary of the Senior Interagency Group (Intelligence)--SIG(I). In this role, the Secretary acts as executive agent for the DCI and DDCI in ensuring Community-wide coordination of SIG(I) affairs.

2. To facilitate handling and coordination involving meeting schedules, agendas, minutes of meetings and related matters, I have assigned central staffing responsibility to my Office of Community Coordination (OCC). [redacted] [redacted] of that office is designated Executive Secretary, SIG(I); he can be contacted on [redacted]

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Distribution:

- 1 - Office of the President (Attn: Mr. Donald Gregg)
- 1 - Assistant to the President for National Security Affairs
(Attn: Col Michael Wheeler)
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- 1 - Deputy Secretary of Defense (Attn: LTC Robert Meehan)
- 1 - Chairman, Joint Chiefs of Staff (Attn: LtGen Paul F. Gorman)
- 1 - Deputy Attorney General (Attn: Miss Mary Lawton)
- 1 - Deputy Secretary of the Treasury (Attn: Mr. Doug Mulholland)
- 1 - Deputy Secretary of Commerce (Attn: Mr. David Peterson)
- 1 - Deputy Secretary of Energy (Attn: Ron Smith)
- 1 - Director, OMB (Attn: Mr. Arnold Donahue)
- 1 - DCI
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